

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 6535      **TITLE:** SENIOR PLANT OPERATOR      **GRADE:** S-20

**DEFINITION:**

Under the general supervision of the Plant Operations Supervisor, serves as second in command at the County's wastewater treatment plant on an assigned shift and supervises the solids or liquids operations of the plant when designated by the Plant Operations Supervisor; and performs related duties as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

The Senior Plant Operator differs from the Lead Plant Operator in that the Senior Plant Operator often must assume overall responsibility for their assigned section of the plant; the Lead Plant Operator does not have such responsibility. The Senior Plant Operator is expected to participate directly in administrative/personnel matters such as hiring, promotions, and performance evaluations, whereas the Lead Plant Operator does not have such administrative responsibility. Also, a Senior Plant Operator is required to be certified as a Class I Wastewater Treatment Operator whereas a Lead Plant Operator is not required to hold such certification.

**ILLUSTRATIVE DUTIES:**

Assists in the management and supervision of the wastewater treatment plant;  
Participates as a team member or leader on special studies and projects related to plant operations;  
Plans, assigns, and supervises the work of subordinate personnel on an assigned shift to include planning work schedules, determining the priority of projects on the shift, and ensuring the maintenance of time sheets;  
Supervises and oversees the operation of plant equipment and treatment processes to ensure the proper treatment of wastewater;  
Prepares and maintains records of plant operations and submits reports including, but not limited to equipment malfunction reports, recommended corrective actions, and equipment repair needs;  
Monitors process flows and other conditions through visual observations and through use of computers, meters, charts, signal indicators, and alarms, and adjusts plant equipment and processes as indicated;  
Performs or assists in corrective repairs as appropriate;  
Assists in the supervision and the execution of the operational preventive maintenance program;  
Provides instruction and training to subordinate personnel in the operation of wastewater equipment, instrumentation, and processes;  
Provides input to and assists in the performance of supervisory functions including recommending promotions, demotions, and disciplinary actions, conducting interviews, scheduling and granting leave, and approving overtime;  
Establishes and maintains effective relationships with employees, citizens, and community groups.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of the principles and operation of wastewater treatment;  
Knowledge of the biological, chemical, and physical processes of wastewater treatment;  
Ability to analyze and evaluate operational process performance and to select appropriate actions;  
Ability to plan, organize, coordinate, and supervise the work of subordinate personnel;  
Ability to make prompt and sound operating decisions in emergency situations;  
Ability to maintain accurate records and write accurate reports;  
Ability to establish and maintain effective relationships with employees and citizens.  
Working knowledge of the practices, methods, material, and tools of the mechanical trades related to the maintenance of treatment plant equipment;

**EMPLOYMENT STANDARDS:**

Any combination of education, training, and experience equivalent to the following:  
Graduation from high school and three years of increasingly responsible experience in wastewater treatment plant operation.

**NECESSARY SPECIAL REQUIREMENTS:**

Must have or attain a Class I Wastewater Treatment Operator's certification issued by the Commonwealth of Virginia within six months of appointment to the class and must maintain such certification.

REVISED: February 25, 2003